

Student Examination & Assignment Guidance Note

Examination Format

- **Type of Exam:** Multiple Selection Questions (MSQ)
- **Total Number of Questions:** 40
- **Required Pass Rate:** 50%



This exam is designed to assess your applied knowledge and understanding of *Business Analysis and Power BI* concepts covered throughout the course.

Rules and Regulations for Examination

To ensure the examination process is fair and aligned with institutional policies, you are kindly required to adhere to the following rules:

1. **Login Time:** You must join the exam session at least 15 minutes prior to the start time (**by 5:45 PM**). Late entry may result in disqualification or disapproval for that attempt.
 2. **Webcam Requirement:** Your webcam must be turned on throughout the entire duration of the exam. The presence of your face in front of the camera is required for monitoring.
 3. **Screen Sharing:** You are required to share your computer screen continuously during the examination. This is a mandatory condition to verify examination integrity.
 4. **No External Applications:** All unnecessary applications, browser tabs, and programs must be closed before the examination starts. Only the exam window should remain open during the session.
 5. **No External Assistance or Searching Online:** Accessing external information sources (e.g., using Google, textbooks, mobile phones, or other devices) during the exam is strictly prohibited and will be considered as exam malpractice.
 6. **Proctoring:** A designated proctor from Starliks Campus will observe your behavior through both your webcam and shared screen during the entire exam session. Any suspicious activity may lead to exam cancellation.
 7. **Technical Readiness:** It is your responsibility to ensure a reliable internet connection, a functioning webcam, and audio setup. In the event of technical issues, you must immediately contact your course coordinator.
-

Assignment Submission Guidelines

In addition to the examination, please note the assignment submission requirement:

- **Submission Deadline:** Sunday, 8th June 2025, by 11:59 PM
- **Submission Method:** All assignments must be submitted via email or uploaded to the LMS (as instructed by the course coordinator).
- **File Format:** Only PDF or Word files, or requested file type will be accepted. Ensure files are clearly labeled with your full name and course name.

Late submissions may not be accepted unless prior written approval is obtained from the course coordinator with a valid reason.

Student Support and Communication

For any clarifications or assistance related to the examination or assignment, you may contact your course coordinator via WhatsApp or email. It is recommended to resolve any concerns at least one day prior to the exam.

Final Note

This examination is a crucial component of your course completion and certification process. Your full cooperation, professionalism, and adherence to academic integrity are expected and appreciated.

We wish you all the best for your upcoming exam and assignment.

Warm Regards,

Academic Support Team

Starliks Campus

Website: www.starliks.com

Email: info@starliks.com

Contact: 0771651916